
Strata Information Group (SIG)

Trip Report

Imperial Valley College DegreeWorks® Consulting Visit

August 30-September 2, 2011

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SIG Consultant

Michael Fox

Overview

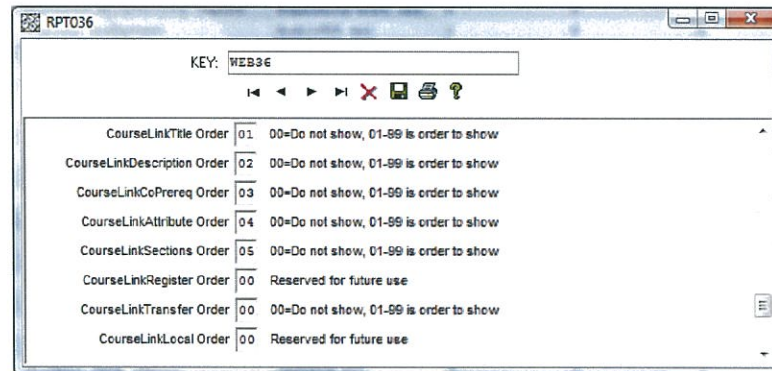
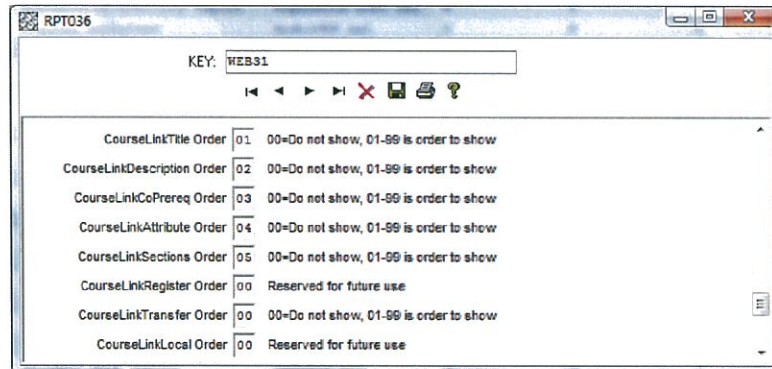
This visit followed SIG's installation of the 4.0.9 version of DegreeWorks®, which replaced the earlier 4.0.2 version that had been in use at the College for several years. Its purposes consisted of the following:

- Validate the installation of 4.0.9 and, where necessary, prep the account for user training
- Review for users new features available in the 4.0.9 release
- Ascertain where the College is in its use of DegreeWorks® and provide recommendations on additional features that can be actuated
- Review the state of existing scribed blocks and, where appropriate, make recommendations on possible revisions
- Review data extract issues, especially course equivalents
- Review possible style sheet changes
- Review Planner options available within DegreeWorks®
- Review the Tomcat versions of SureCode and SHPEnter
- Provide recommendations on moving DegreeWorks® from its limited use on campus (counselors only) to a broader rollout to all faculty, staff, and students

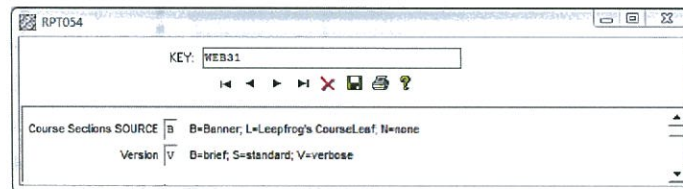
Configuration Settings (SureCode)

UCX RPT036 and RPT050 through RPT054

In order to fully support CourseLink displays from the Student View (WEB31) and Registration Checklist (WEB36) advising worksheets, I set UCX RPT036 entries as follows, ordering the displays as title, course description, co/pre requisites, attributes, and sections:



In addition, I set the UCX RPT050 through RPT054 values for both WEB31 and WEB36 as follows, using Banner® as the source and verbose as the formatting option:



In combination, these settings produce displays like the following when users click on subjects and numbers (i.e. HIST 120) in advice for rules currently incomplete:

HIST 120 3 Units United States to 1877

This course is a survey of American history from the pre-Columbian era to the end of Reconstruction. This course will cover the major political, economic, social, gender, racial, cultural and intellectual transformations of the colonial and early American eras. At the completion of this course students will have a broad understanding of the most important ideas, personalities, movements, and events in the colonial and early American periods. (CSU, UC)

Sections	Term	Crn	Section	Seats Open	Course Title	Meeting Times
	Fall 2011	10434	1	0 (out of 40)	United States to 1877	MW 08:35 - 10:00
		10435	2	-3 (out of 40)	United States to 1877	MW 10:15 - 11:40
		10436	3	-1 (out of 40)	United States to 1877	MW 11:50 - 13:15
		10437	4	0 (out of 40)	United States to 1877	MW 13:30 - 14:55
		10438	5	-2 (out of 40)	United States to 1877	MW 15:05 - 16:30
		10439	6	3 (out of 40)	United States to 1877	MW 16:45 - 18:10
		10440	7	-1 (out of 40)	United States to 1877	Tu Th 10:15 - 11:40
		10442	8	-2 (out of 40)	United States to 1877	Tu Th 11:50 - 13:15
		10443	9	-5 (out of 40)	United States to 1877	Tu Th 13:30 - 14:55
		10444	0	1 (out of 40)	United States to 1877	Tu Th 15:05 - 16:30
		10445	9	-2 (out of 40)	United States to 1877	Tu Th 16:45 - 18:10
		10447	10	-6 (out of 40)	United States to 1877	M 18:30 - 21:40
		10449	11	-8 (out of 40)	United States to 1877	Tu 18:00 - 21:10
		10450	12	-4 (out of 40)	United States to 1877	Th 18:30 - 21:40
		10451	13	-25 (out of 40)	United States to 1877	-
		10932	14	-3 (out of 40)	United States to 1877	Tu Th 08:35 - 10:00

Fallthrough Courses

Course Title	Units	Class	Term
AMERICAN GOVERNMENT & POLITICS	3	C	Fall 1998
1 Class in: AG 140 or 170 or ANTH 100 or BIOL 100* or 120* or 122* or 134 or 140 or 150* or 180* or 182* or 200* or 202* or 204* or 206* or 220* or 226* or PSY 200			
ADV ALGEBRA & TRIG	5	C	Spring 1999
1 Class in: AG 120 or 140 or 170 or BIOL 100* or 120* or 122* or 134 or 180* or 182* or 200* or 202* or 204* or 206* or 220* or CHEM 100* or 160* or 200* or 202* or 204* or 206* or 208*			
1 Class in: ART 100 or 162 or 184 or 186 or ENGL 230 or HUM 230 or MUS 100 or 162 or 184 or 200 or 202 or PE 212 or THEA 100			
ES, REGIONAL, SPAN	5	A	Fall 1991
1 Class in: APSE 100 or 162 or 200 or ART 100 or 162 or 184 or 186 or ENGL 162* or 220* or 221* or 222* or 223* or 224* or 225* or 226* or 228* or 230 or 230* or FREN 100 or 110 or 201 or 211 or 220 or 230 or 232 or HIST 100 or 162 or 118 or 131 or 130 or 131 or 140 or 150 or 160 or 220 or 232 or 233 or HUM 100 or 220* or 230 or 262 or LANG 130 or 131 or MUS 100 or 150 or 184 or 200 or 202 or PE 212 or PHIL 100 or 162 or 184 or RELS 100 or 104 or SPAN 100 or 110 or 200 or 210 or 220 or 221 or 222 or 225 or 262 or THEA 100			
AMERICAN GOV & POLITICS	3	B	Spring 2011
1 Class in: HIST 120 or 121			
INTRO TO PSYCHOLOGY	3	C	Fall 1989
PEERS & CAREER DEV	3	A	Spring 1989

Units Applied: 72.5 Classes Applied: 31

CFG068 – Course Sequencing

We discussed this new configuration table and the IVC group indicated the College does not enforce course sequencing. As a result, this table should be left blank.

CFG070 – Course Equivalence Table and CFG073 – Cross Listed Courses

See separate item later in this report.

CFG071 – Notes Pick List Table

The College will not be using the Notes features of DegreeWorks® (see separate item in this report relating to SHPEntry). Instead it will continue to create notes in SARS. As a result, I deleted the default entries in this table, leaving only the "000" entry.

CFG071 Description: Note text to show in picklist on Add Note Page Key: 000

Configuration Settings | AUD012 | CFG020 | CFG068 | CFG070 | CFG071 | CFG072 | CFG073 | CFG074 | CFG075 | CFG078 | SYS930 |

Key	Note text	cont'd
000	Choose a predefined note from the list below	

CFG072 – Planner Courses Per Term

As the College ramps up enhanced use of the Planner, it should define in CFG072 those courses with specific offering patterns (i.e. MATH 103 is never during Summer terms). Entries in this table will generate error messages to counselors when they attempt to save plans including courses placed in terms when those courses are defined as NOT OFFERED.

CFG072 Description: Planned courses per term Key: ART101

Configuration Settings | AUD012 | CFG020 | CFG068 | CFG070 | CFG071 | CFG072 | CFG073 | CFG074 | CFG075 | CFG078 | SYS930 |

Key	Term 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Message to User
ART101																	Only allowed in Summer terms
CHEM101																	Only allowed in Summer terms
MATH101																	Only allowed in Fall terms
MATH102																	Only offered in the 2009 terms
MATH103																	Not offered in Summer terms
MATH104																	MATH 104 is now offered as MATH 126
MATH126																	Any term but Summer 2010

CFG074 – Reused Course Keys

The College indicated it has reused course keys over time. As such, it should make a list of all such keys and enter each in this table. This table needs to be completed **PRIOR TO RUNNING THE COURSE EQUIVALENT EXTRACT BECAUSE ENTRIES IN THIS TABLE WILL VOID THE CREATION OF REVERSAL RECORDS**, which is a good thing (see page 102 of the *DegreeWorks 4.0.9 SureCode UCX Tables Technical Guide*).

CFG074 Description: Reused course keys Key: ECE34

Configuration Settings | AUD012 | CFG020 | CFG068 | CFG070 | CFG071 | CFG072 | CFG073 | CFG074 | CFG075 | CF

Key	Note
ECE34	

CFG078 – Split Course Keys

If the College has courses that have been split into two or more courses over time, it should record these courses in this table so the parser and auditor engines ignore these entries in the Equivalence Table (CFG070).

CFG078 Description: Split courses (MATH 101 is now MATH 102 and 103) Key: BIOL210

Configuration Settings | AUD012 | CFG020 | CFG068 | CFG070 | CFG071 | CFG072 | CFG073 | CFG074 | CFG075 | CFG076 | SYS930

Key	From Catalog Year	To Catalog Year	Disc1	Num1	Disc2	Num2	Disc3	Num3
BIOL210	2003	2007	BIOL	211	BIOL			

CFG078

KEY: BIOL210

List courses that have been split into multiple courses
 Example 1: MATH 101 (5 cr) is now MATH 102 (2 cr) and 103 (3 cr)
 Example 2: BIOL 200 has been split to BIOL 201 (lecture) and BIOL 201L (lab)
 The credits for each course is found by a lookup on the red-course.mst.
 When a course is found here we ignore the equivalence table.
 The key to this table is simply the course key squashed together
 Example: MATH123 - no spaces

From Catalog Year: 2003 Catalog year range to match against student's catalog year
 To Catalog Year: 2007 - only students within this range will have their class split

Discipline: BIOL Up to 6 courses can be listed
 Number: 211

Discipline: BIOL
 Number: 211L

UCX STU385 – Grade Table

The College reported In Progress grades were being moved to the Insufficient section of advising worksheets.

I checked STU385 and found the IP grade for grade mode "S" was set as follows, with the red arrows indicating where problems were occurring:

STU385

KEY: 00 IP

Numeric Grade: 2000 Numeric Grade in format S#999 (Ex: 4.0 = 4000)

Reserved 1

Graded Attempted: Y=Class is used in GPA Calculation; N=Class is skipped in GPA Calculation

Reserved 2

Reserved 3

Incomplete (TrnQ only): Y=Class is skipped in GPA Calculation; N=Class is used in GPA Calculation

Reserved 4

Use in GPA Calculators (Web): Y=Include in GPA Calculator computation. See also Graded Attempted.

Reserved 5

Banner Override: Y=Obey Override flags below if not blank (Banner extract only)

Override flags: Audit - use this value: Y, N or blank; these values will be used instead of those calculated by the extract

Insufficient - use this value: Y, N or blank

In-progress - use this value: Y, N or blank

Withdraw - use this value: Y, N or blank

Incomplete - use this value: Y, N or blank

Pass - use this value: Y, N or blank

Pass/Fail - use this value: Y, N or blank

Final Grade Number - use this value: 0000 S#999 (Ex: 3.5 = 3500) or blank

I reset these values as follows, which solved the problem and allows IP courses to be applied where they potentially fulfill requirements.

STU385

KEY: 00 IP

Numeric Grade: 0000 Numeric Grade in format S#999 (Ex: 4.0 = 4000)

Reserved 1

Graded Attempted: Y=Class is used in GPA Calculation; N=Class is skipped in GPA Calculation

Reserved 2

Reserved 3

Incomplete (TrnQ only): Y=Class is skipped in GPA Calculation; N=Class is used in GPA Calculation

Reserved 4

Use in GPA Calculators (Web): Y=Include in GPA Calculator computation. See also Graded Attempted.

Reserved 5

Banner Override: Y=Obey Override flags below if not blank (Banner extract only)

Override flags: Audit - use this value: Y, N or blank; these values will be used instead of those calculated by the extract

Insufficient - use this value: Y, N or blank

In-progress - use this value: Y, N or blank

Withdraw - use this value: Y, N or blank

Incomplete - use this value: Y, N or blank

Pass - use this value: Y, N or blank

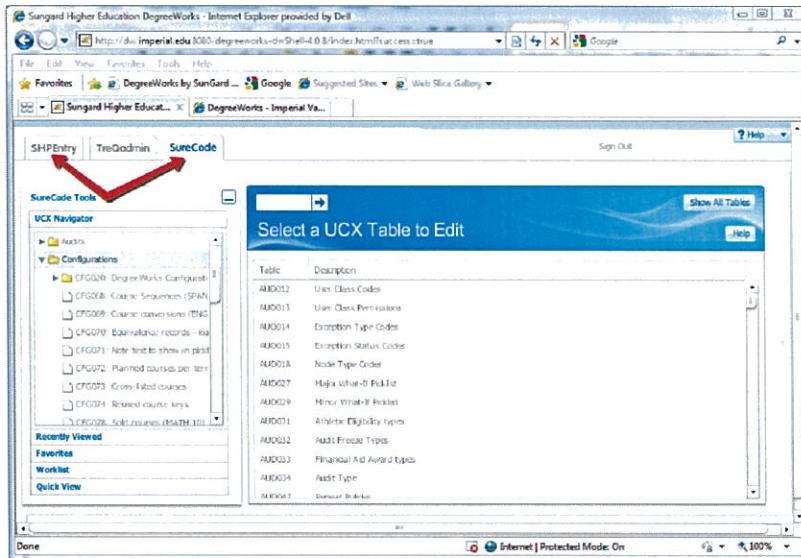
Pass/Fail - use this value: Y, N or blank

Final Grade Number - use this value: 0000 S#999 (Ex: 3.5 = 3500) or blank

Since there are a number of IP grades under a variety of grade modes, similar adjustments should be made to each such grade if numeric grades have been set to "2000" and the following Banner[®] Override flags have been set to Y - "Insufficient" and "Incomplete".

SureCode and SHPEntry Access Using the Tomcat Server

Access to SureCode and SHPEntry via the Tomcat server is available using the following link - <http://dw.imperial.edu:8080/degreeworks-dwShell-4.0.8/login.jsp>



Non-Degree Applicable Course Work

The College indicated that zero level courses (i.e. any subject code with a "0" as the first digit in its number value) are not degree applicable and should not apply to degree requirements. Such courses were applying to degree requirements because there is no "MaxClasses 0 in @ 0@" header qualifier in any degree block. When I inserted this qualifier into the header of the AS degree block (RA2) and we tested several students, all zero level courses went to Not Counted, which the College indicated is what should be happening.

However, further discussion revealed that not all zero level courses are "not degree applicable" - there are a number of such courses that do apply to selected degrees and/or certificates, which invalidated the header qualifier referenced above. As often happens when discussing academic policy, further exploration of these courses revealed that "0" level courses that are TRULY NOT DEGREE APPLICABLE have a section code of "90" in academic history. All agreed this is consistently coded so I amended the above header qualifier in RA2 to read as follows:

MaxClasses 0 in @ (With DWSection=90)

This statement now moves all non-degree applicable courses to the Not Counted section of advising worksheets.

Not Counted	Unit Applied: 1	Classes Applied: 1
SPST 85 AMERICAN CITIZENSHIP	Maximum number of classes exceeded -	A 1 Spring 1996

This qualifier is currently only in RA 2 and should be copied and pasted into all other Degree blocks (AA and CERT).

Style Sheet Changes

After reviewing a number of style sheet changes SIG has provided at other customer sites, IVC recommends that its style sheets be altered as follows:

In the header, remove the following labels and reallocate these locations of additional information taken from Banner® (see screen shot below, where each item is marked with a yellow overlay):

- Classification
- Minor
- Advisor
- Level
- College

Student ID	Name	Degree	Major
AA722918			

Level	Undergraduate
Degree	Associate in Science
College	Imperial Valley College
Major	Computer Information Systems
Minor	

The following items need to be added to the header, which will probably morph from its current four columns array to a six column layout. Providing each of these items will require new data from Banner®, meaning the bannerextract.config file will need to be altered using code from BAN080 or by creating custom views.

- Catalog Year
- Academic Standing (literal)
- Holds (all – literals)
- Placement Scores

For this item IVC needs to provide a list of which scores should be extracted, as well as the rules for determining what score will be taken if there are multiples of the same score.

- Prior Degrees Earned at IVC
- Receipt of Transcripts

For this item IVC needs to identify where this data is found and what extract rules should be applied when copying the data from Banner® to DegreeWorks®.

- Multiple GPA's Grouped and Displayed in a Grid Format

For this item IVC needs to identify where each of these data items is stored in Banner®.

- Overall GPA (currently available and displayed)
- Institutional GPA
- Transfer GPA
- Degree Applicable GPA
- CSU GPA
- UC GPA

Multiple Quality Points, Grouped and Displayed in a Grid Format with Respective GPA's

For this item IVC needs to identify where each of these data items is stored in Banner®.

- Overall Quality Points
- Institutional Quality Points
- Transfer Quality Points
- Degree Applicable Quality Points
- CSU Quality Points
- UC Quality Points

Labeling Changes

"Planner" → relabel "Ed Plan"



"Insufficient" → relabel "Insufficient Course Work"

Insufficient				Units Applied: 0	Classes Applied: 30
AME 208	DRAFTING	W	0	Spring 1909	
BUS 18	PRACTICAL ACCOUNTING	W	0	Fall 1914	
BUS 28	BEG. KEYBOARDING	W	0	Fall 1913	

"Fall Through" → relabel "Elective Units"

Fallthrough Courses				Units Applied: 50.5	Classes Applied: 18
BUS 18	PRACTICAL ACCOUNTING	A	3	Fall 1906	
BUS 18	PRIN. OF ACCOUNTING	C	4	Fall 1911	

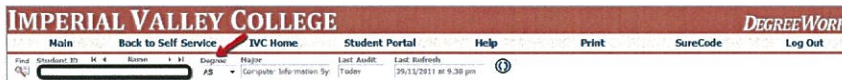
"Not Counted" → relabel "Not Counted Course Work"

Not Counted				Units Applied: 1	Classes Applied: 1
SPST 83	AMERICAN CITIZENSHIP	Maximum number of credits exceeded		A	1 Spring 1996

"Degree Progress" → relabel "Program Progress"



"Degree" → relabel "Program"



Additional Requested Changes

Move a copy of the legend to the left gutter of screen.

Suppress the display of "Maximum number exceeded;" in the Not Counted portion of advising worksheets.

Strip off the display of GPA's in all blocks, except the Degree block (starting block).

Remove the Units progress bar.

SIG To Do

Jeff McDaniel will provide an estimate for SIG to provide these services.

Course Equivalence Extract – CFG070 and CFG073

In order to apply old course subject codes and numbers (renamed/renumbered courses) against subject codes and numbers used in currently scribed rules, DegreeWorks® copies (using RAD30, Course Equivalence, or ban 43, \$bannerextract equiv) Banner's® SCREQIV tables into CFG070, Course Equivalence Table, and CFG073, Cross Listed Courses. As we discussed this process and how these equivalencies are used, the College indicated it recognizes its SCREQIV tables have not been consistently maintained over time. The SCREQIV table in Banner® needs to be thoroughly reviewed and update, with the CFG070 and CFG073 tables being built from the Course Equivalency Extract. Unless these tasks are completed, there is significant potential for audit output to be incorrect because the auditor engine, DAP14, will not have the ability to automatically look-up the current values of courses whose subjects and numbers have changed over time.

When I ran the Course Equivalence Extract on September 2, the process yielded the following results. It read 1635 records from SCREQIV, with 1018 records ultimately built in CFG070. The missing 617 records are accounted for as follows:

- 607 were Inactive (check the Inactive in SCBCRKY flag in CFG020BANNER)
- 59 were Reversal records (check Reused Course Keys – CFG074)
- 161 were Duplicate records

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RAD30JOB log
Bannerextract ===== RAD30JOB Started ===== Fri Sep 2 09:13:44 PDT 2011
DegreeWorks Release = 204.0.9
Bannerextract ===== Working directory = /dw/prod4/admin/logdebug/rad305194 =====
-rw-rw---- 1 dwadm dgm 248 Sep 2 09:18 RAD30JOB1

Bannerextract ===== Input Parameters =====
R2R203 Manager,1346678          20560021 DAP
RAD30PODDLEQIV M
Bannerextract ===== End Parameters =====

Bannerextract ===== Extract Mode = EQUIV =====
Bannerextract ===== UseSQLFile = N =====

Bannerextract ===== Extract Mode is EQUIV =====
Bannerextract ===== The IDFILE is =====
Bannerextract ===== Running Banner extract program now =====
Bannerextract ===== RAD30 Starting... ===== Fri Sep 2 09:13:44 PDT 2011
We are only running 1 rad30

----- STARTING RAD30 -----
***-> SCREQIV RECORDS READ ----- 1635 <-----
***-> SCREQIV RECORDS PROCESSED ----- 1635 <-----
***-> SCBCRKY INACTIVE RECORDS ----- SKIPPED ----- 607 <-----
***-> SCBCRKY INACTIVE RECORDS ----- SKIPPED ----- 0 <-----
***-> SCBCRKY CROSS LISTED RECORDS ----- SKIPPED ----- 0 <-----
***-> SCREQIV REVERSAL RECORDS ----- 59 <-----
***-> START TERM > NEW TERM ----- SKIPPED ----- 0 <-----
***-> TOTAL EQUIV RAD BIF RECORDS ----- 1179 <-----
***-> DUPLICATE DAP_EQV_CRS_MST RECORDS ----- 161 <-----
***-> TOTAL DAP_EQV_CRS_MST RECORDS ----- 1018 <-----
----- ENDING RAD30 -----
Bannerextract ===== RAD30 Finished ===== Fri Sep 2 09:13:57 PDT 2011
```

Much of the work of the Course Equivalence extract is controlled by five (5) flags in CFD020BANNER (I have pasted below explanations of each of these flags from the 4.0.9 *SureCode Technical Guide*), working in combinations with entries in CFG074, Reused Course Keys (again, see details pasted below).


For an explanation of how this routine operates, see pages 35-43 of the 4.0.9 *Technical Guide*.

IVC To Do's:


Each of the flags below is taken from CFG020BANNER and dynamically inserted into the extract routine (ban43, which can be launched from a command line - \$bannerextract equiv - or from Transit using RAD 30). As the College reviews the status of its SCREQIV table, it should carefully consider each of these flags, comparing its SCREQIV data entry codes to those referenced in each of these CFG020BANNER settings.

Below each setting, I have pasted a recommended value as a starting point for testing the Course Equivalent extract routine.


Cross List in SCREQIV	1	A Y/N flag. Set to "Y" if cross listed courses are to be filtered out by the ban43 equivalency load program. This means dap_eqv_crs_mst records will NOT be created for cross listed courses. If cross listed courses are not stored in the SCREQIV table at your site then set this flag to "N".
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Cross List in SCREQIV Y=Skip Equivalent if SCBCRKY_TERM_CODE_END all 9's 

Current Course	1	<p>A flag used to indicate how the Banner Equivalency extract (ban43) determines if an OLD SCREQIV Course Key (Subject + Course Number) looked up on the SCBCRSE table with the maximum (MAX) Effective Term is included in the 'Current Course Catalog'. This knowledge is required so that the 'circular' or 'reversal' entries contained in the Banner SCREQIV table (required for Banner registration purposes) can be filtered out and NOT extracted into DegreeWorks. The valid values are:</p> <p>"A" – Look up the SCBCRSE_CSTA_CODE for the OLD Course Key on the STVCSTA table. If the STVCSTA_ACTIVE_IND = "A", the course is considered "Current" and if the OLD Course Key is NOT REUSED (found on BAN070) then the course will be considered a <i>circular</i> or <i>reversal</i> course and will NOT be extracted into DegreeWorks.</p> <p>"C"- The SCBCRSE_CSTA_CODE itself is checked. If it is equal to a "C" then the course is considered "Current" and if the OLD Course Key is NOT REUSED (found on BAN070) then the course will be considered a <i>circular</i> or <i>reversal</i> course and will NOT be extracted into DegreeWorks. The associated STVCSTA_ACTIVE_IND for the "C" STVCSTA_CODE can still be set to "A" for Banner purposes. This setting allows DegreeWorks to identify 'Current' Courses in Banner (as opposed to just looking at the 'Active' Indicator) as courses appear to be 'Active' in Banner when then are really not part of the 'Current Course Catalog' which is what DegreeWorks really needs to know.</p> <p>"K" – The SCBCRKY record is looked up for the OLD course. If the SCBCRKY_TERM_CODE_END is equal to '999999' the course is still Current/Active.</p>
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Current Course C A=STVCSTA_ACTIVE_IND of 'A'; C=SCBCRSE_CSTA_CODE of 'C'; K=SCBCRKY End Term 

Inactive in SCBCRKY	1	<p>A Y/N flag. Used by the EQUIV data extract (ban43). The default is "Y" or blank. Set to "Y" or leave blank if "Inactive" records found in the SCBCRKY table for a given SCREQIV New Course Key (SCBCRKY_TERM_CODE_END NOT equal to '999999') are to be skipped and NOT processed as possible course equivalents.</p> <p>Set to "N" if "Inactive" records in the SCBCRKY table for a given SCREQIV New Course Key (SCBCRKY_TERM_CODE_END NOT equal to '999999') are NOT to be skipped and should be evaluated as possible course equivalents. (As of DW4.0.2)</p>
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Inactive in SCBCRKY Y=Skip Inactive Courses in SCBCRKY in EQUIV (End Term NOT all 9's). Default=Y 

Cross List Term	1	<p>A flag that is used to control what SCREQIV term is used to load the UCX-CFG073 Cross- listed Term by the EQUIV extract (ban43). The valid values are:</p> <p>B = Load the UCX-CFG073 Cross-listed Term with BLANKS. Also, loads the UCX-CFG073 With Operator with BLANKS.</p> <p>L = Load the UCX-CFG073 Cross-listed Term with the lower of the two terms: SCREQIV_EFF_TERM or the SCREQIV_START_TERM if the start term does NOT match "000000" and does NOT match the lowest STVTERM. Also, loads the UCX-CFG073 With Operator with ">=".</p> <p>S = Load the UCX-CFG073 Cross-listed Term with the SCREQIV_START_TERM if the start term does NOT match "000000" and does NOT match the lowest STVTERM. Also, loads the UCX-CFG073 With Operator with ">=". This setting is also the DEFAULT if this flag is left blank. (As of DW4.0.2)</p>
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Cross-listed Term S Load CFG073 Cross-listed Term, B=Blanks, L=Lowest Term, S=Start Term 

In-Progress Equiv	1	<p>A Y/N flag. Set to "Y" to tell the Banner student extract (BAN40) to check for an equivalent Course Key match using the dap_eqv_crs_mst when trying to identify In-Progress classes that are repeats of historic/transfer classes that have different Course Keys due to changes in Course Keys over time. The Banner equivalent extract (BAN43) must have been run to load the dap_eqv_crs_mst with equivalencies from the SCREQIV Banner table or CFG070 must be manually updated using SureCode and the dapucx2eqv script run to load the dap_eqv_crs_mst from the CFG070 table after manual changes have been completed.</p> <p>If set to "N" the student extract will continue to <i>only</i> check for <i>exact</i> Course Key matches when trying to identify current classes that are In-Progress repeats of historic/transfer classes. (As of DW4.0.4)</p>
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InProgress Equivalents Y Y=Check for equivalencies in UCX CFG070 to determine if InProgress Repeats. 

UCX-CFG070 Course Equivalence Records

UCX-CFG070 is used by DegreeWorks® to equate course keys which have been changed or obsoleted to current or new course keys. This table can be maintained manually in SureCode or Banner® customers can run RAD30, Course Equivalence, from Transit, or ban 43, \$bannerextract equiv, from a \$ prompt command line).

Records in UCX-CFG070 will not be available for use in DegreeWorks® until they are loaded into the dap_eqv_crs_mst table by ucx12job, which can be run nightly or from Transit, Administration Tasks, ucx12job.

You can also load the UCX-CFG070 records into the dap_eqv_crs_mst table by using the *dapucx2eqv* script which is run from the colon prompt. It is important to consider the implications for your old scribe blocks when making global changes using the UCX-CFG070 table. See the Special Topics section in the DegreeWorks 4.0.9 Technical User Guide (pages 39-43) documentation for more information on loading the dap_eqv_crs_mst table.

UCX-CFG073 Cross Listed Courses

UCX-CFG073 contains the Course Keys (Discipline + Course Numbers) that are considered cross-listed courses. These courses are loaded into UCX-CFG073 in two different ways:

For Banner sites, if the UCX-CFG020BANNER "Cross List in SCREQIV" flag is 'Y' the Equivalency extract (BAN43) performs the following edits to determine if the SCREQIV OLD Course is Cross-listed:

The SCREQIV_END_TERM = '999999'

The OLD SCREQIV_SUBJ_CODE_EQIV and SCREQIV_CRSE_NUMB_EQIV are used to look up the associated SCBCRKY record. The SCBCRKY_TERM_CODE_END must = '999999'.

The NEW SCREQIV_SUBJ_CODE and SCREQIV_CRSE_NUMB are used to look up the associated SCBCRKY record. The SCBCRKY_TERM_CODE_END must = '999999'.

Courses that satisfy all three requirements are considered cross-listed.

If the SCREQIV record is cross-listed, the SCREQIV_SUBJ_CODE_EQIV and SCREQIV_CRSE_NUMB_EQIV are loaded in the UCX-KEY, while the NEW SCREQIV_SUBJ_CODE and SCREQIV_CRSE_NUM are loaded into the UCX-VALUE and written to this UCX-CFG073 table for use later by the parser and auditor.

After making changes to UCX-CFG073 you must reparse your blocks to have them take effect (this is why DAP16 is run **AFTER** the Course Equivalence Extract in your nightly jobs). Each cross-listed record is processed by the parser and the rules are altered on the syntax tree – you will not see these changes in Scribe. The DegreeWorks auditor will use the information in UCX-CFG073 when trying to satisfy requirements for a given student.

CFG074 – Reused Course Keys

The College indicated it has reused course keys over time. As such, it should make a list of all such keys and enter each in this table. This table needs to be completed **PRIOR TO RUNNING THE COURSE EQUIVALENT EXTRACT BECAUSE ENTRIES IN THIS TABLE WILL VOID THE CREATION OF REVERSAL RECORDS**, which is a good thing (see page 102 of the *DegreeWorks 4.0.9 SureCode UCX Tables Technical Guide*).

CFG074	Description:	Reused course keys	Key:	ECE34
Configuration Settings AUD012 CFG020 CFG068 CFG070 CFG071 CFG072 CFG073 CFG074 CFG075 CF				
Key		Note		
▶ ECE34				

Look Ahead

The Look Ahead option under the Worksheets tab is controlled by the SDLOKAHD key, which can be granted using SHPEntry. In addition, Look Ahead can be included as part of What If by setting the following flag to "Y" in the CFG020WHATIF entry in SureCode.

CFG020

KEY: WHATIF

Spec4 obsolete

Lib4 obsolete

Show School Y=allow user to choose a School

Show Degree Y=allow user to choose a Degree

Reserved 0

Default Catalog Year 20112012 If defined, use as default Catalog Year in What-If picklist

Allow Look-Ahead Y=allow user to include a list of look-ahead classes

Reserved 1 _____

Reserved 2 _____

Status Y/N/W

Client Reserve _____

Revision _____

Who

TimeStamp _____

We discussed Look Ahead and its use, with IVC deciding it would like to use the feature. However, in order to allow ease-of-use for students not knowing available subject and number offerings, the College must provide a link to a course search option from the icon. This link currently calls a static file provided by SGHE and the College needs to provide a link to an appropriate file and/or service on the IVC network.

```
<!-- BEGIN CourseCatalog.html -->  
<!-- $Id: //Tuxedo/DW4.0_PATCH/Product/webroot/CourseCatalog.html#2 $ -->
```

IMPERIAL VALLEY COLLEGE

DEGREEWORKS

Main Back to Self-Service IVC Home Student Portal Help Print SureCode Log Out

Find Student ID Name Degree Major Last Audit Last Refresh

Worksheets Planner Petitions Exceptions GPA Calc

FormID: Student View Process What-If Save as PDF Include in progress classes

History

What If Degree Associate in Science

Academic Year Pick a Academic Year

Choose Your Different Areas of Study

Select an item to add it to your Chosen Area of Study

Major Pick a Major

Choose Your Future Classes

Enter a course and click Add Course

Subject Find

Number Add Course

Remove Course

Course Catalog

Course ID	Course Name	Under
PHYS100	Near Stars	Under
This is the Near Stars course. It is fun.		
PHYS200	Far Stars	Under
This is the Far Stars course. It is even more fun.		
PSYC0301	Psychology Statistics	Under
This course is very educational.		
See also PSYC300.		
PSYC100	Introduction to Psychology	Under
This course is required by every freshman.		
PSYC300	Social Science Statistics	Under

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Internet | Protected Mode On

The screenshot shows the Imperial Valley College DegreeWorks interface. The main window is titled 'IMPERIAL VALLEY COLLEGE' and 'DEGREEWORKS'. It features a navigation bar with links like 'Main', 'Back to Self-Service', 'IVC Home', 'Student Portal', 'Help', 'Print', 'SureCode', and 'Log Out'. Below the navigation bar, there are sections for 'Worksheets', 'Planner', 'Petitions', 'Exceptions', and 'GPA Calc'. The 'Look Ahead' section is active, showing a form to add courses. A red arrow points from the 'Add Course' button to a separate browser window displaying the 'Course Catalog'. The browser window shows a list of courses with details for PHYS100, PHYS200, PSYC0301, PSYC100, and PSYC300.

User Keys

Utilizing the SHPEntry user interface, I set the REG user class Group keys as indicated in the attached Excel spreadsheet. However, in my testing I noticed that the Petitions keys are still being issued, that the financial aid keys are not showing, that the athletic keys are not showing, and that the save audit (Freeze) capabilities are not showing.

IVC To Do's

Jeff, please check to SHPCFG file to assure these keys are not part of either addkey or remkey commands for the REG user class. If they are, then make appropriate changes and retest.

Integrating DegreeWorks® with the IVC Portal

Instructions for integrating DegreeWorks with Luminis (pages 50-58) and Banner® Self-Service (pages 59-64) are outlined in the *DegreeWorks 4.0.9 Banner Considerations Technical Guide*. These instructions, including those relating to single sign on, should be helpful as IVC moves DegreeWorks® under the umbrella of its portal.

Scribing Recommendations for HIST 120 and HIST 121

The College asked me to look at RA235 (OTHER=INSREQS) and RA369 (OTHER=GENED) and to make recommendations regarding HIST 120 and 121. If one or the other is taken, the course can be shared between the social science requirements of GENED and the American Institutions requirement of INSREQS block. However, if both are taken, then one or the other can be used with American Institutions, but not both. To accomplish this request, I altered the blocks in question while on campus using DontShare in RA235. While this worked for the two blocks in question, the DontShare (which is universal, not specific to defined blocks) did not allow HIST 120 and HIST 121 to be Shared with MAJOR blocks.

To get around the above noted DontShare limitation, I reviewed the blocks again after returning home and altered them using slightly different If statements and without using DontShare.

In RA235 I added If statements for both courses, with "DontShare" qualifiers (see yellow highlights below).

```
##Imperial Valley College
##OTHER=INSREQS
##Institutional & State Competency Requirements
##0304-0708
##RA000235

BEGIN

SHAREWITH (MAJOR)
SHAREWITH (OTHER=GENED)

;

REMARK "Math & Reading Competency requirements below may be met by"
REMARK "assessment test scores - see a counselor.";

#####
##American Institutions
#####

If (HIST 120 Was Passed or HIST 120 Is InProgress) Then
  If (HIST 121 Was Passed or HIST 121 Is InProgress) Then
    BeginSub
      1 Class in POLS 102
        Label AI1 "American Government & Politics";
      1 Class in HIST 120, 121
        Label AI2 "United States History";
    EndSub
      Label AI3 "AMERICAN INSTITUTIONS REQUIREMENTS"
  Else
    If (HIST 120 Was Passed or HIST 120 Is InProgress) Then
      BeginSub
        1 Class in POLS 102
          Label AI4 "American Government & Politics";
        1 Class in HIST 120
          Label AI5 "United States History";
      EndSub
        Label AI6 "AMERICAN INSTITUTIONS REQUIREMENTS"
    Else
      If (HIST 121 Was Passed or HIST 121 Is InProgress) Then
        BeginSub
          1 Class in POLS 102
            Label AI7 "American Government & Politics";
          1 Class in HIST 121
            Label AI8 "United States History";
        EndSub
          Label AI9 "AMERICAN INSTITUTIONS REQUIREMENTS"
      Else
        BeginSub
          1 Class in POLS 102
            Label AI10 "American Government & Politics";
          1 Class in HIST 120, 121
            Label AI11 "United States History";
        EndSub
          Label AI12 "AMERICAN INSTITUTIONS REQUIREMENTS";

#####
##Health Education
#####

1 Class in HE 102, 100
```


Label 4 "HEALTH EDUCATION REQUIREMENTS";

##Physical Education
#####

```
BeginSub
  1 Class in PE 100
    Label 5 "Lifetime Exercise Science";
  1 Class in PE 101, 102, 103, 104, 105, 106, 107, 110, 111, 112, 113,
    114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124,
    125, 126, 127, 128, 129, 130, 131, 132, 140, 141, 142,
    143, 144, 150, 151, 152, 153, 154, 155, 156, 161, 162,
    163, 170, 171, 172, {HIDE PE 15AD}
    Label 6 "Physical Education Activity";
EndSub
  Label 7 "PHYSICAL EDUCATION REQUIREMENTS";
```


##State Competency Requirements
#####

```
If (AMTH>=2006) THEN
  Rule-Complete
    Label 8 "Math Competency Met by Assessment Test Score"
Else
  1 Class in Math 090, 110, 112, 113, 119, 121, 122, 130, 140, 150, 170,
    190, 192, 194, 210, 220, 230, 240, 241, {HIDE MATH 120}
  MinGrade 2.0
  Label 9 "MATH COMPETENCY REQUIREMENT";

If (ARDG=3006 OR DRP>=0064) THEN
  Rule-Complete
    Label 10 "Reading Competency Met by Assessment Test Score"
Else
  1 Class in ENGL 089, 111
  MinGrade 2.0
  Label 11 "READING COMPETENCY REQUIREMENT";
```

END.

////////// Change Log //////////////////////////////////////

 Date Who Description
#LOG mm/dd/yy yourname

```
#1 09/06/09 K. Westerfield Chgd beginning year from 0708 to 0304.
#2 09/06/09 K. Westerfield Chgd Credits to Units in Proxy-Advice for MinRes.
#3 09/09/09 K. Westerfield Deleted SHAREWITH Minor & added SHAREWITH (OTHER=
#4 09/09/09 GENED). Added REMARK after Math & Reading Competency section.
#5 09/10/09 K. Westerfield Added > symbol to AMTH score for Math Competency.
#6 09/14/09 K. Westerfield Updated Excel spreadsheet to reflect all chgs
#7 done to this block, including those made before block disappeared after May.
#8 09/22/09 K. Westerfield Deleted MinRes 15 Credits rule - being interpreted
#9 as 15 units are required in this block. Above Label 6: added HIDE PE 15AD.
#10 Label 8: chgd to Math Competency Met by Assessment Test Score. Label 10:
#11 chgd to Reading Competency Met by Assessment Test Score. REMARKs re: Math
#12 & Reading Comp moved to after SHAREWITH so will appear at beginning of
#13 section.
#14 Added option 1 Pols 052 to American Inst 10/20/09 ljc
#15 Added PE 170, 171, & 172 according to 0910 Catalog ja
#16 Added PE 156 according to 1011 catalog 03/11/11 ja
#17 Updated block to reflect AI and MATH changes 06/10/11 ja
### 09/06/11 JAlarcon Mike Fox modified AI to DONT SHARE with other areas.
//////////
```

In RA369 I added similar If statements for both courses, altering the advice for each so that if HIST 120 was used in INSREQS, then HIST 121 is called out in this block and vice versa (see yellow highlights below).

```
##Imperial Valley College
##OTHER=GENED
##General Education Requirements
##1011-9999
##RA000369

BEGIN

18 Credits
  Proxy-Advice "18 units are required.  You currently have <APPLIED>, "
  Proxy-Advice "you still need <NEEDED> more units."

SHAREWITH (MAJOR)
SHAREWITH (OTHER=INSREQS)

;

#####
##Language and Rationality
#####

3 Credits in ENGL 101
  MinGrade 2.0
  Label 1 "English Composition";

3 Credits in BUS 260,
  CIS 101, 202, 212, 214, {HIDE CIS 200, 206,}
  CS 170, 220, 230, 280,
  ENGL 111, 201, 250, 270, {HIDE 240,}
  JRN 100, 101,
  MATH 110, 112, 119, 122, 140, 150, 170, 190, 192,
  {HIDE MATH 120, 124, 130,}
  PHIL 106,
  SPCH 100, 120, 180
  Label 2 "Communication & Analytical Thinking";

#####
##Natural Science
#####

3 Credits in AG 110, 120, 140, 170,
  ANTH 100,
  ASTR 100,
  BIOL 090, 100, 120, 122, 140, 150, 180, 182,
  200, 202, 204, 206, 220,
  CHEM 100, 160, 200,
  ENVS 110, {HIDE ENV_T 100,}
  GEOG 100,
  GEOL 100, 110,
  PHSC 110,
  PHYS 200, {HIDE PHYS 100,}
  PSY 200
  Label 3 "Natural Science";

#####
##Humanities
#####

3 Credits in AMSL 100, 102, 200,
  ART 100, 102, 104, 106,
  ENGL 102, 220, 221, 222, 223, 224, 225, 226, 228, 230,
  {HIDE ENGL 228, 260, 261,}
  FREN 100, 110, 201, 211, 220, 230, 232,
  {HIDE FREN 1A, 1B, 2A, 2B, 201, 211,}
  {HIDE GERM 1, 1A, 1B, 2,}
  HIST 100, 101, 110, 111, 140, 150, 160,
```

```
HUM 100, 226, 230, 262, {HIDE HUM 1A, 1B, 26,}
MUS 100, 102, 104, 200, 202,
    {HIDE 154, 156, 171, 172, 173, 174, 178,}
PHIL 100, 102, 104, {HIDE PHIL 108,}
RELS 100, 104,
SPAN 100, 110, 200, 210, 220, 221, 222, 225, 262,
    {HIDE SPAN 101, 102, 111, 112, 113, 114, 260, 261,}
THEA 100
```

Label 4 "Humanities";

```
#####
##Social and Behavioral Sciences
#####
```

If (HIST 120 Was Passed or HIST 120 Is InProgress) Then

3 Credits in HIST 121

Label SBS1 "Social and Behavioral Sciences"

Else

If (HIST 121 Was Passed or HIST 121 Is InProgress) Then

3 Credits in HIST 120

Label SBS2 "Social and Behavioral Sciences"

Else

3 Credits in AG 160,

ADS 120, {HIDE ADS 160,}

AIS 104, 106, 108,

ANTH 102, 104, 106, 108, 112, {HIDE 110,}

CDEV 103, 104, {HIDE 220,}

{HIDE CFCS 108, 240,}

DSPS 240,

ECON 101, 102,

EDUC 240,

GEOG 102, 108, {HIDE GEOG 104,}

HIST 100, 101, 110, 111, 120, 121, 130, 131, 132, 140,

150, 160, 220, 222, 223,

{HIDE HIST 122, 170,}

LAS 130, 131, 132,

POLS 100, 104, 106,

PSY 101, 104, 120, 142, 144, 146, 202, 204, 206, 208,

SOC 101, 102, 110, 150, 206, {HIDE SOC 160}

Label SBS3 "Social and Behavioral Sciences";

```
#####
##Elective
#####
```

3 Credits in ADS 120, 140, {HIDE ADS 160,}

AG 110, 120, 140, 160, 170,

AIS 104, 106, 108,

AMSL 100, 102, 200,

ANTH 100, 102, 104, 106, 108, 112, {HIDE 110,}

ART 100, 102, 104, 106,

ASTR 100,

BIOL 090, 100, 120, 122, 140, 150, 180, 182,

200, 202, 204, 206, 220,

BUS 260,

CDEV 103, 104, {HIDE 220,}

{HIDE CFCS 108, 240,}

CHEM 100, 160, 200,

CIS 101, 202, 212, 214, {HIDE CIS 200, 206,}

CS 170, 220, 230, 280,

DSPS 240,

ECON 101, 102,

EDUC 240,

ENGL 102, 111, 201, 220, 221, 222, 223, 224, 225, 226, 230,

250, 270, {HIDE ENGL 228, 240, 260, 261,}

ENVS 110,

{HIDE ENV_T 100,}

FREN 100, 110, 201, 211, 220, 230, 232,

{HIDE FREN 1A, 1B, 2A, 2B, 200, 210,}

GEOG 100, 102, 108, {HIDE GEOG 104,}

GEOL 100, 110,


```

{HIDE GERM 1, 1A, 1B, 2,}
HIST 100, 101, 110, 111, 120, 121, 130, 131, 132, 140,
      150, 160, 220, 222, 223, {HIDE HIST 122, 170,}
HUM 100, 230, 262, {HIDE HUM 1A, 1B, 26,}
JRN 100, 101,
LAS 130, 131, 132,
MATH 110, 112, 119, 122, 140, 150, 170, 190, 192,
      {HIDE MATH 120, 124, 130,}
MUS 100, 102, 104, 200, 202,
      {HIDE 154, 156, 171, 172, 173, 174, 178,}
PHIL 100, 102, 104, 106, {HIDE PHIL 108,}
PHSC 110,
PHYS 200, {HIDE PHYS 100,}
POLS 100, 104, 106,
PSY 101, 104, 120, 142, 144, 146, 200, 202, 204, 206, 208,
RELS 100, 104,
SPAN 100, 110, 114, 200, 210, 220, 221, 222, 225, 262,
      {HIDE SPAN 101, 102, 111, 112, 113, 260, 261,}
SPCH 100, 120, 180,
SOC 101, 102, 110, 150, 206, {HIDE SOC 160,}
THEA 100

```

Label 6 "Elective";

END.

```

//////////////////////////////////// Change Log //////////////////////////////////////
      Date      Who      Description
#LOG mm/dd/yy yourname
#1 06/09/11 JAlarcon Created new block for 1011.
#2 06/13/11 JAlarcon In A-1, changed 1 Class for 3 Credits
#3 07/18/11 JAlarcon Include MaxCredits for HIST
#4 09/02/11 MVF      Added If statements for HIST 120/121
#5 09/06/11 JAlarcon GEOG 104 & MATH 130 Terminated

```

IVC To Do

Test these alterations and get back to me with feedback so I can determine if additional changes are required.

Requested Scribe Training

The College asked if it could arrange for additional Scribe training from SIG at some future date.

I passed this request to Jeff McDaniel, who suggested we consider using Paddy Wong, who is a trained scribe and could provide such training as part of one of scheduled monthly visits to the College.

Jeff McDaniel and Jeff Cantwell will discuss the details.

Review of Curriculum Planning Assistant (CPA)

I reviewed the process of building data in the Curriculum Planning Assistant (CPA), recommending the College not activate this process (Results) until it has rolled out the software to students and is very comfortable with its audit results across the entire curriculum. In addition, business practices should be reviewed to insure that as many students as possible have active education plans in place.

Review of Planner Functionality

I reviewed the Planner tab and its functionality, including the following topics:

- I explained the term "Active" plan, which simply identifies the plan among multiple plans that will be copied to the CPA (see item just above).
- I set the CFG020PLANNER "Allow Multiple Active Plans" to "N". College personnel will now have to go back through student records and, in those instances where students currently have multiple active plans, one of those plans will have to be selected as the single "Active" plan. All other plans will need to be set to "Inactive".
- I reviewed the process of designating plans as "Active" or "Inactive".
- I reviewed the various versions of plans, including "Planned vs. Taken".
- I showed the group how to use the "-" symbol to insert courses not offered at IVC into plans.
- I reviewed What If options within the Planner.
- I showed the group what students see when they go into the Planner.